



2000 Buy-Recycled Series

Miscellaneous Products



EcoPurchasing means
considering attributes
such as



recycled content
toxicity
reusability
durability
repairability



before you buy
a product.

More and more procurement officials are realizing that buying recycled is an easy, cost-efficient, and earth-friendly alternative.

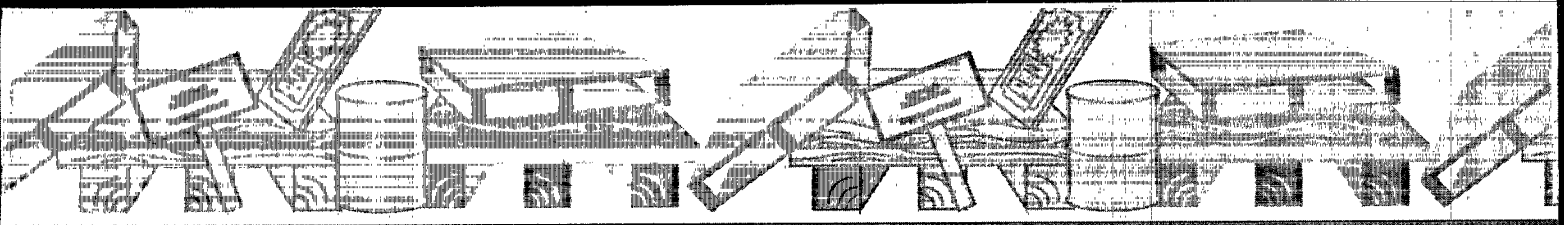
Today's products made from recycled materials offer the strength, durability, and performance equivalent to those made from virgin material. That's why businesses and public sector buyers across the country are buying and using recycled products. This fact sheet contains information on miscellaneous products that contain recycled materials.



To make it easier to buy recycled, the U.S. Environmental Protection Agency (EPA) updates the Comprehensive Procurement Guidelines (CPG) every 2 years. Through the CPG, EPA designates items that must contain recycled content when purchased by federal, state, and local agencies, or by government contractors, using appropriated federal funds. EPA's research shows that the items designated in the CPG are of high quality, widely available, and cost-competitive with virgin products. EPA also issues nonregulatory companion guidance—the Recovered Materials Advisory Notice (RMAN)—that recommends levels of recycled content for those items.



Printed on paper that contains at least 30 percent postconsumer fiber.



What Is The CPG?

**The CPG
requires
federal
agencies to
buy items
made from
recovered
materials.**

Recycling is more than just dropping off your cans, bottles, and newspapers at the curb or at a local collection facility. Diverting recyclables from the waste stream is only the first of three steps in the recycling process. The second step occurs when companies use these recyclables to manufacture new products. The third step comes when you purchase products made from recovered materials. That's how we close the loop.

To support markets for the materials collected in recycling programs and to help these programs expand, the Resource Conservation and Recovery Act requires agencies to buy recycled-content products designated by EPA. In addition, President Clinton signed Executive Order 13101 in September 1998, which called for an increase in the federal government's use of recycled-content and other environmentally preferable products.

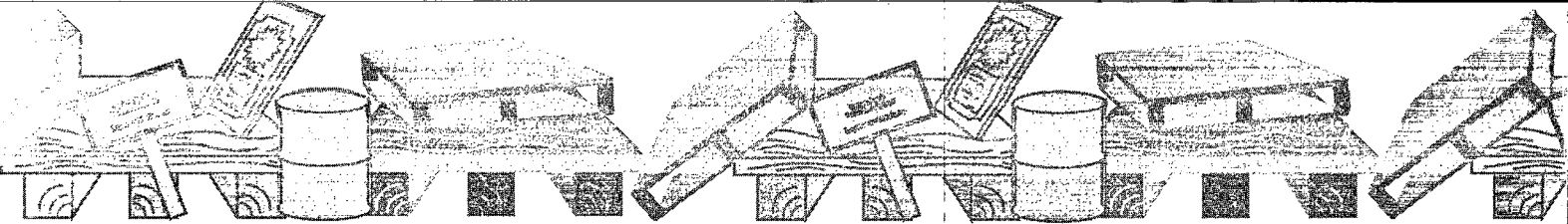
Issued in May 1995, the first CPG designated 19 new products and incorporated five previously designated items in seven product categories. Procuring agencies are required to purchase these items with recycled content. The first CPG update (CPG II) was published in November 1997, and designated an additional 12 products including pallets. A second CPG update (CPG III) was published in January 2000, and designated an additional 18 products including sorbents, awards and plaques, industrial drums, mats, manual-grade strapping, and signage.

Procuring agencies include all federal agencies, and any state or local government agency or government contractor

that uses appropriated federal funds to purchase the designated items. If your agency spends more than \$10,000 per year on a product designated in the CPG, you are required to purchase it with the highest recycled-content level practicable. The CPG also applies to lease contracts covering designated items.

Once designated, an agency has 1 year to develop an affirmative procurement program (or revise an existing one) for a designated item it purchases. By November 13, 1998, agencies were required to develop an affirmative procurement program to incorporate buy-recycled requirements for pallets. Agencies also must revise their affirmative procurement programs to add the miscellaneous products designated in CPG III by January 19, 2001. This effort might involve reviewing specifications for those items and eliminating provisions that pose barriers to procuring them with recycled content (such as aesthetic requirements unrelated to product performance).

The CPG acknowledges, however, that specific circumstances might arise that preclude the purchase of products made with recovered materials. Your agency may purchase designated items that do not contain recovered materials if you determine that: 1) the price of a given designated item made with recovered materials is unreasonably high, 2) there is inadequate competition (not enough sources of supply), 3) unusual and unreasonable delays would result from obtaining the item, or 4) the recycled-content item does not meet the agency's reasonable performance specifications.



How Can I Get More Information? (Continued)

❖ **Plastic Lumber Trade Association (PLTA).** PLTA is a nonprofit, membership organization working to promote the interests of the recycled plastic lumber industry. Their work includes collaborating with the American Society for Testing and Materials to set industrywide standards for recycled plastic lumber. For more information, contact Alan E. Robbins, President, P.O. Box 80311, Akron, OH 44308-9998. Phone: 330 762-8989. Fax: 330 762-1613.

❖ **Recycled Plastic Products Source Book.** This booklet lists more than 1,300 plastic products from approximately 300 manufacturers, including pallets. For more information, call the American Plastics Council (APC), 1801 K Street, NW., Suite 7010, Washington, DC 20006. Phone: 202 974-5400. Fax: 202 296-7119. Web site: www.plasticsresource.com

Internet Sites

❖ **The Comprehensive Procurement Guidelines:** www.epa.gov/cpg. This site describes EPA's effort to facilitate the procurement of products containing recovered materials, including information on CPG, RMANs, and the Buy-Recycled Series.

❖ **Environmentally Preferable Purchasing (EPP):** www.epa.gov/oppt/epp. EPA's Environmentally Preferable Purchasing program encourages and assists federal agencies to purchase environmentally preferable products and services. The site explains EPA's proposed guiding principles for including environmental performance in purchasing decision-making, and posts case studies of successful pilot projects in both the public and private sectors.

❖ **Office of the Federal Environmental Executive (OFEE):** www.ofee.gov. OFEE's mission is to advocate, coordinate, and assist environmental efforts of the federal community in waste prevention, recycling, affirmative procurement of CPG items, and the acquisition of recycled and environmentally preferable products and services.

❖ **Federal Trade Commission:** www.ftc.gov/bcp/guides980427.htm. The Federal Trade Commission issued Guides for the Use of Environmental Marketing Claims in May 1998.

❖ **Jobs Through Recycling:** www.epa.gov/jtr. EPA's Jobs Through Recycling program stimulates economic growth and recycling market development by assisting businesses and supporting a network of state and regional recycling contacts. This Web site provides information on financing and technical assistance for recycling businesses, as well as other market development tools.

❖ **Municipal Solid Waste:** www.epa.gov/msw. This site includes information on recycling, source reduction, and reuse. Contains state, municipal solid waste data and the latest facts and figures on waste generation and disposal.

❖ **WasteWise:** www.epa.gov/wastewise. WasteWise is a free, voluntary EPA program through which organizations eliminate costly municipal solid waste, benefitting their bottom line and the environment. The program provides hands-on assistance to members to help them purchase or manufacture recycled-content products, prevent waste, and recycle solid waste materials.

❖ **King County Recycled Product Procurement Program:** www.metrokc.gov/oppis/recyclea.html. This site describes the tools and techniques developed by King County, Washington, agencies for purchasing recycled products.

Other Sources—Industrial Drums

❖ **Association of Container Reconditioners.** This association represents about 100 container reconditioners, including industrial drums. For more information, contact Paul Rankin or Dana Worcester, Reusable Packaging Association (RIPA), 8401 Corporate Drive, Suite 140, Landover, MD 20785-2224. Phone: 301 577-3786. Fax: 301 577-6476. Or visit the RIPA Web site at www.reconditioners.com.

❖ **Fiber Drum Institute.** This organization represents fiber drum manufacturers. For more information, please contact Gordon Rousseau, 1850 K Street, NW., Suite 200, Washington, DC 20006. Phone: 202 463-3511.

❖ **Plastic Drum Institute.** This organization represents plastic drum manufacturers across the nation. For more information, please contact John Malloy, 1801 K Street, NW., Suite 600, Washington, DC 20006. Phone: 202 974-5245.

Other Sources—Pallets

❖ **National Wooden Pallet and Container Association (NWPCA)** This international trade association represents manufacturers, recyclers, and distributors of pallets, containers, and reels. NWPCA also developed the Uniform Standards for Wood Pallets as a resource for pallet users and suppliers. For more information, contact Heather Heishman at NWPCA at 1800 North Kent Street, Suite 911, Arlington, VA 22209-2109. Phone: 703 527-7717 or 703 527-7667. Fax: 703 527-7717. Web site: www.nwpcanet.com

❖ **National Wood Recycling Directory.** This reference book provides a list of manufacturers of recovered wood products,



How Can I Get More Information?

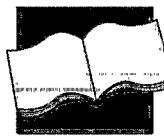


Information Available From EPA

This fact sheet and the following publications on buying recycled-content products are available or can be accessed in electronic format on the Internet at www.epa.gov/cpg. Use Internet e-mail to order paper copies of documents. Include the requestor's name and mailing address on all orders. Address e-mail to: rcra-docket@epamail.epa.gov.

Paper copies also may be ordered by calling the RCRA Hotline. Callers within the Washington Metropolitan Area must dial 703 412-9810 or TDD 703 412-3323 (hearing impaired). Long-distance callers may call 800 424-9346 or TDD 800 553-7672. The RCRA Hotline operates weekdays, from 9:00 a.m. to 6:00 p.m., e.s.t.

- ❖ **EPA Expands Comprehensive Procurement Guideline (CPG)** (EPA530-F-00-017). This fact sheet provides general information about the CPG and the development of affirmative procurement programs.
- ❖ **Federal Register (FR)** notices promulgating CPG I (60 FR 21370/EPA530-Z-95-006) and RMAN I (60 FR 21386/EPA530-Z-95-007), May 1, 1995. FR notices promulgating CPG II (62 FR 60961/EPA530-Z-97-009) and RMAN II (62 FR 60975/EPA530-Z-97-010), November 13, 1997. FR notices promulgating CPG III (65 FR 3070) and RMAN III (65 FR 3082), January 19, 2000.
- ❖ **Miscellaneous Products Containing Recovered Materials** (EPA530-B-99-010). This list identifies manufacturers and suppliers of pallets.
- ❖ **A Study of State and Local Government Procurement Practices that Consider Environmental Performance of Goods and Services** (EPA742-R-96-007). This report provides important program elements and case studies of state and county agencies purchasing environmentally preferable products and services. For a copy of the report or more information on EPA's Environmentally Preferable Purchasing (EPP) program, contact the Pollution Prevention Information Clearinghouse at 401 M Street, SW. (7409), Washington, DC 20460. Phone: 202 260-1023. Fax: 202 260-4659. Visit the EPP Web site at www.epa.gov/oppt/epp.



Other Sources of Information

- ❖ **Buy Recycled Business Alliance.** The Alliance includes over 3,200 companies and organizations committed to increasing their use of recycled-content products and materials in their day-to-day operations. The Alliance offers educational materials, a quarterly newsletter, and product-specific guides. Public purchasing entities can join for free. For more information, contact Kevin Barry, National Recycling Coalition, 1727 King Street, Suite 105, Alexandria, VA 22314-2720. Phone: 703 683-9025, Ext. 210. Fax: 703 683-9026. Web site: www.nrc-recycle.org E-mail: brbainfo@nrc-recycle.org
- ❖ **U.S. General Services Administration (GSA).** GSA publishes various supply catalogs, guides, and schedules for recycled-content products available through the Federal Supply Service. For copies of the following document and other information, contact GSA, Centralized Mailing List Service (7CAFL), 4900 Hemphill Street, P.O. Box 6477, Fort Worth, TX 76115-9939. Phone: 817 334-5215. Fax: 817 334-5561. You can also access GSA Advantage!, GSA's Internet-based online ordering system, to order any GSA product at www.fss.gsa.gov/cgi-bin/advwel.
 - **Environmental Products Guide.** This guide is designed to help procurement officials identify environmentally preferable products and services. It contains nearly 3,000 items, including many recycled-content products.
- ❖ **Greening the Government: A Guide to Implementing Executive Order 12873.** This guide provides detailed information on establishing and implementing federal affirmative procurement plans. Updated in the summer of 1997, it is available without charge from the Office of the Federal Environmental Executive, Ariel Rios Building, Mail Code 1600S, 1200 Pennsylvania Ave., NW., Washington, DC 20460. Phone: 202 564-1297. Fax: 202 564-1393. Web site: www.ofee.gov You can also download an electronic version on the Internet at www.ofee.gov/html/guide/html.
- ❖ **National Association of State Procurement Officials (NASPO).** NASPO's Internet-based Database of Recycled Commodities (DRC) includes information from states on their recycled product procurement. Data include product distributors, manufacturers, brand names, recycled and postconsumer content, "Energy Star" rating, units purchased, unit of measurement, unit price, and type of procurement. Visit the NASPO Web site at fcn.state.fl.us/bpsr/drc_notice.html.
- ❖ **Official Recycled Products Guide.** This directory lists more than 5,000 manufacturers and distributors of recycled-content products. Contact: Recycling Data Management Corporation, P.O. Box 577, Ogdensburg, NY 13669. Phone: 800 267-0707. Fax: 315 471-3258.

How Do I Purchase Recycled-Content Products?

EPA issues guidance in RMANs, which are designed to make it as easy as possible to buy the designated items. The RMAN recommends recycled-content levels to look for when purchasing miscellaneous products, as shown in the chart on this page. Following the RMANs' recommended levels will help ensure your affirmative procurement program and standards meet the buy-recycled requirements.

Rather than specifying just one level of recycled content, the RMANs recommend ranges that reflect actual market conditions. The recommendations are based on market research identifying recycled-content products that are commercially available, are competitively priced, and meet buyers' quality standards.

Refer to EPA's availability list entitled "Miscellaneous Products Containing Recovered Materials" for sources of the designated miscellaneous items. See the last section of this fact sheet for this and other helpful resources.

EPA's Recommended Content Levels for Miscellaneous Products

Miscellaneous Products	Recovered Material Content
Awards and Plaques —Glass —Wood —Paper —Plastic and Plastic/Wood Composites	75–100% (postconsumer)/100% (total) 100% (total) 40–100% (postconsumer) 50–100% (postconsumer)/95–100% (total)
Industrial Drums —Steel ² —Plastic (HDPE) —Fiber (paper)	16% (postconsumer)/25–30% (total) 30–100% (postconsumer) 100% (postconsumer)
Mats —Rubber —Plastic —Rubber/Plastic Composite	75–100% (postconsumer)/85–100% (total) 10–100% (postconsumer)/100% (total) 100% (postconsumer)
Pallets —Wood —Plastic —Thermoformed —Paperboard	95–100% (postconsumer) 100% (postconsumer) 25–50% (postconsumer) 50% (postconsumer)
Signage —Plastic ³ —Aluminum —Plastic Sign Posts/Supports ³ —Steel Sign Posts/Supports ⁴	80–100% (postconsumer) 25% (postconsumer) 80–100% (postconsumer) 16% (postconsumer)/25–30% (total) 67% (postconsumer)/100% (total)
Sorbents —Paper —Textiles —Plastics —Wood ⁵ —Other Organics/Multimaterials ⁶	90–100% (postconsumer)/100% (total) 95–100% (postconsumer) 25–100% (total) 100% (total) 100% (total)
Manual-Grade Strapping —Polyester —Polypropylene —Steel ²	50–85% (postconsumer) 10–40% (total) 16% (postconsumer)/25–30% (total) 67% (postconsumer)/100% (total)

¹ EPA's recommendations do not preclude a procuring agency from purchasing these items manufactured from another material. They simply require that a procuring agency purchase these items made with recovered materials when these items meet applicable specifications and performance requirements.

² Steel used in steel drums is manufactured using the Basic Oxygen furnace (BOF) process, which contains 25–30% total recovered materials, of which 16% is postconsumer steel. Steel used in manual-grade strapping is manufactured using either the BOF process or the Electric Arc Furnace (EAF) process, which contains 100% total recovered materials, of which 67% is postconsumer steel.

³ Plastic signs and sign posts are recommended for nonroad applications only, such as, but not limited to, trailway signs in parks and directional/informational signs in buildings.

⁴ The recommended recovered materials content levels for steel in this table reflect the fact that the designated items can be made from steel manufactured in either a Basic Oxygen Furnace (BOF) or an Electric Arc Furnace (EAF). Steel from the BOF process contains 25–30% total recovered materials, of which 16% is postconsumer steel. Steel from the EAF process contains a total of 100% recovered steel, of which 67% is postconsumer.

⁵ "Wood" includes materials such as sawdust and lumber mill trimmings.

⁶ Examples of other organics include, but are not limited to, peanut hulls and corn stover. An example of multimaterial sorbents would include, but not be limited to, a polymer and cellulose fiber combination.

How Can I Get More Information? (Continued)

including remanufactured wooden pallets. For more information, contact the American Forest and Paper Association (AF&PA), 1111 19th Street, NW., Suite 800, Washington, DC 20036. Phone: 202 463-2700. Fax: 202 463-5180. Users can also search the directory online at AF&PA's Web site at <www.afandpa.org/Recycling/Wood/Search.htm>.

- ❖ **Sustaining Business & Jobs Through Pallet Repair & Reuse.** This report lists pallet reuse and recycling operations across the country and highlights case studies of model reuse programs. For more information, contact Brenda Platt at the Institute for Local Self-Reliance, 2425 18th Street, NW., Washington, DC 20009-2096. Phone: 202 232-4108. Fax: 202 332-0463.

In addition, contact your state solid waste management agency for information about local and regional businesses that produce or distribute recycled-content products.

United States
Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, NW.
Washington, DC 20460
Official Business
Penalty for Private Use \$300

